**International Mentor Program for Academic and Cultural Transitions (IMPACT)**

**Expectations for Mentors**

* Initiate contact with your mentee
* Meet once a month
* Reach out to OIA for support or to address concerns
* Respond to mentees contact (e-mail, voice message, etc.) in a timely manner
* Review and sign IMPACT Contract
* Participate in IMPACT Program Events including Training Workshop for Mentors

**Communication:**

Mentors are expected to respond to communication from mentees in a timely manner that is agreed upon. After the initial communication, mentors and mentees should establish the means and method of future contact, including amount of communication expected and the anticipated frequency of meetings. Structuring expectations at the beginning of the year will help mentees feel more approachable and interested and therefore more communicative.

**Time Commitment:**

The time and effort expended by mentees and mentors differ considerably. OIA expects both mentees and mentors to actively engage with one another. The time commitment depends to some extent on the relationship established between mentor and mentee. We encourage mentors to meet with their mentees one-on-one at least once a month. These one-on-one meetings are an opportunity for mentors to get to know their mentees and to ensure that mentees are adjusting to life in the US and University of Chicago.

**Mentoring Contract:**

We encourage mentors to establish a strong commitment by mentors signing IMPACT contract. This contract outlines the goals and responsibilities for mentors. The terms of the contract should be reviewed and agreed upon. The contract is a way to help encourage full program participation. Should any concerns or problems arise, mentors should contact IMPACT coordinator at OIA.

**Event Participation:**

OIA will sponsor several exciting events throughout the year that will range from social and cultural outings to workshops and training sessions. The initial training workshop for mentors is mandatory for participation in the program. Mentors are encouraged to participate in all other events with their mentees.